





Welcome from Ronnie Bowie, Chair



Thank you for your interest in joining the Carnegie Trust for the Universities of Scotland as our Chief Executive.

I am delighted to welcome you to the Carnegie Trust for the Universities of Scotland (CTUS). I hope you enjoy learning more about our organisation and our ambitions.

Following a successful strategy refresh with our Interim CEO Dr Eve Poole, we are seeking to appoint a CEO who will take forward this five-year strategy, developing the business plan to underly it. The CEO works a flexible week with a small, dedicated and talented team of 3 other colleagues, and in this role you will lead this team whilst also working alongside the Board and a wide-range of partners and stakeholders.

Ideally, you will be an experienced people leader with a proven track record of having delivered excellent results in previous roles. I am interested in speaking with leaders who have creativity and vision, and who bring strong strategic planning and organisational development experience.

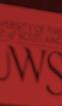
Whilst an appreciation of the higher educational landscape in Scotland would be helpful, I am equally interested in hearing from people with commercial nous and a true partnership approach.

What is fundamental to success in this role is a strong appreciation for what we do, the values we promote and the purpose of the Trust.

I look forward to reading your application.

Ronald Bowie FFA, FRSE

Chair



DRUG REPOSITIONING FOR AN EFFECTIVE ANTI-LEISHMANIAL ACTIVITY In Clianum Ji and Roderick Williams, Health and Life Science School, University of the West of Scotland







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Advertisement

Chief Executive - Carnegie Trust for the Universities of Scotland.



Location: Dunfermline/Hybrid
Salary – £Competitive + Flexible Part-time

Carnegie Trust for the Universities of Scotland (CTUS) is a small independent foundation, providing grants to undergraduates, postgraduates and academic researchers at institutions of higher education and research in Scotland.

The Trust was funded in 1901 with a gift of US \$10 million from Andrew Carnegie. The original intentions of our founder, Scots American millionaire and philanthropist Andrew Carnegie, remain at the heart of our work.

Following the successful tenure of an Interim CEO, the Board wishes to appoint an experienced leader to take forward our new strategy and help us make an impact in the future. We're seeking an experienced leader with exceptional people and relationship building skills who can bring a modern outlook while respecting the heritage and identity of the Trust.

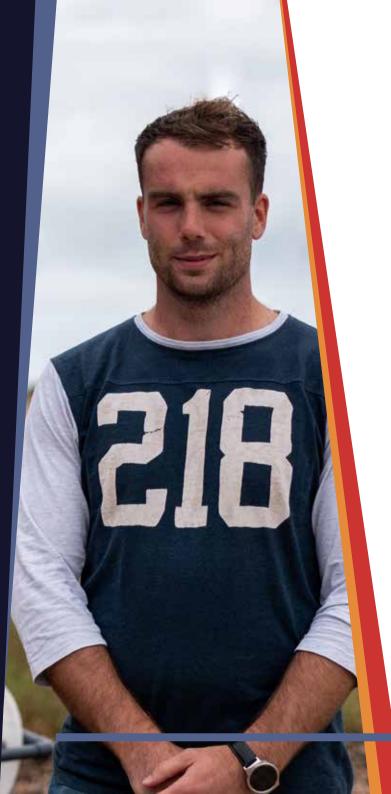
You will support the Board and lead a small team of colleagues ensuring we deliver our ambition. Your strong management and interpersonal skills will empower colleagues to think innovatively.

As an outstanding ambassador, you will promote the Trust and constructively engage with our key partners and stakeholders to maintain and build relationships.

If you have the experience of working as a senior leader in a purpose-led and values-driven environment, and have a track record of successful delivery, we would like to hear from you.

Applications in the form of a tailored CV and covering letter, highlighting your skills and experience pertinent to the role, should arrive no later than midnight Sunday 18 February to ScotlandExecutive@lhh.com

For a confidential, informal discussion about the role, or to request a Candidate Information Pack, please contact LHH Recruitment Solutions directly on +44 (0)141 220 6460 or email the aforementioned address.



About Us



Our purpose is to improve and extend opportunities for both study and research in the universities of Scotland.

We are a small independent foundation, providing grants to undergraduates, postgraduates and academic researchers at the following institutions of higher education and research:

Scottish Universities: Aberdeen, Abertay, Dundee, Edinburgh, Edinburgh Napier, Glasgow, Glasgow Caledonian, Heriot-Watt, Highlands & Islands, Queen Margaret, Robert Gordon, St Andrews, Stirling, Strathclyde and West of Scotland; Glasgow School of Art; and Royal Conservatoire of Scotland.

Our History

Andrew Carnegie expressed his intentions for creating the Trust through a Trust Deed, signed on 7 June 1901. Carnegie was first drawn to the subject of Scottish universities by an article entitled "The educational peace of Scotland" published in literary magazine The Nineteenth Century in 1897.

The article advanced the idea of abolishing tuition fees to ensure poverty was no barrier to higher education.

Following consultations with individuals who would later become the first Trustees of the Carnegie Trust, the idea of a Scottish charitable organisation in aid of students expanded to encompass broad support for the universities in both their teaching and research activities.

The impact of Carnegie's bequest was huge – there was no other such scheme in support of university tuition fees on this scale in Scotland, nor in the rest of the world.

With the availability of public funding for tuition fees steadily increasing in the second half of the twentieth century, the Trust focuses now on being a funder of last resort for those who cannot qualify for the state payment of fees, and on funding academic research both at doctoral and postdoctoral level. Our resources are far more limited today than they were in the early years of the Trust and our investments generate an annual income of approximately £2.5 million pounds. We are currently in correspondence with the Privy Council office about changing our charter to allow us to manage our endowment on a total return basis.





Our New Strategy



Our Hardship Grants give Undergraduate Tuition Fee students a helping hand with their study, travel or childcare costs.

The Board has now agreed to maintain its core programmes of fee and student support grants, vacations scholarships, and research incentive grants; and to develop a new project fund for sector-wide initiatives. The new CEO will be charged with leading this new direction for the Trust, using projects to grow our voice and impact in the sector we serve.

What we do

The original intentions of our founder, Andrew Carnegie, remain at the heart of our work.

Our grant portfolio reflects Carnegie's visionary belief that the benefits of higher education must be accessible to all and that knowledge and useful learning advance by enabling ideas to be investigated and tested.

Our grant schemes are open to all academic disciplines and our funding supports students and researchers at different stages of their academic or research career:

- Our Undergraduate Tuition Fee Grants fund undergraduate students wishing to re-engage with higher education, individuals with limited leave to remain in the UK and asylum seekers
- Our Hardship Grants give Undergraduate Tuition Fee students a helping hand with their study, travel or childcare costs
- Our Vacation Scholarships foster the development of research skills in undergraduate students through short independent research projects ahead of their final year at university
- Our Research Incentive Grants are available to Early Career Researchers looking to develop a new project or line of research.

We are also establishing a new five-year Projects Fund for sector wide initiatives

To learn more about the Trust please visit – The Carnegie Trust

Job Specification

A confident and engaging leader, skilled in delivery, who can motivate the team and develop the voice of the Trust in the university sector and related areas.



The Role:

Governance

- Ensure the Trust's activities align with the Royal Charter and with charity regulation requirements.
- Advise Trustees on all governance matters, maintaining and updating governance documents and processes as needed.
- Work closely with the Chair of Trustees for board meeting preparation/follow-up and on wider strategic issues.
- Oversee preparation and presentation of papers and information for Board and Committee meetings.
- Attend all Board and Committee meetings and ensure they are well minuted
- Produce annual reports and accounts and any other required regulatory documents.
- Oversee the delivery, reporting and review of the Trust's five-year strategy.
- Ensure that all necessary Board recruitment, induction, performance review, and succession planning is carried out.

External Representation

- Represent the Trust at lectures, seminars, meetings and events to publicise its activities and to participate in policy discussions concerning the university sector and related areas
- Lead on building strategic partnerships and identifying fundraising opportunities to deliver the Trust's new Projects programme.
- Meet regularly with the CEOs of the other UK Carnegie Trusts to coordinate shared facilities and services in Andrew Carnegie House and to pursue collective opportunities.
- Deepen links with Carnegie institutions world-wide, identifying scope for mutually beneficial partnerships.
- Act as a permanent member of the international selection committee for the Carnegie Medals of Philanthropy.

Finance and Investments

 Oversee all financial and investment affairs, currently outsourced to an accountancy firm and to an investment manager, ensuring that they are undertaken to high standards, are in line with Trust policies, and are regularly reviewed.

- Ensure good financial and investment reporting at Board and Committee meetings.
- Act as secretariat for the Investment Committee and the Audit and Risk Committee.
- Produce an annual budget as part of a five-year strategy planning cycle.
- Deliver the statutory annual accounts and audit process.

Team performance and development

- Line-manage all staff, ensuring a positively challenging and motivating environment in which there is a focus on quality and a commitment to staff development and well-being.
- Ensure that all grant schemes and other Trust operations are delivered to an excellent standard.
- Ensure that appropriate staff policies are in place and are being followed.







About You



Passion for Andrew Carnegie's legacy and how it can be used to greater effect in the current context.

We seek a leader who has:

- A genuine interest in a mission that supports students and early career researchers in the universities and institutions of higher education of Scotland.
- Familiarity with the policy context in which the Trust operates.
- Passion for Andrew Carnegie's legacy and how it can be used to greater effect in the current context.
- Strong communication skills and an appetite and ability to engage with policy issues within the Trust's scope.
- Confidence with charity governance processes.
- Good strategic thinking and partnership building skills.
- · Keen instincts on risk management.
- Experience in the oversight of charity finance and investments.
- A positive approach to motivating and managing staff.
- A well-developed understanding of, and commitment to, Equality, Diversity and Inclusion.

We recognise that many different work experiences may be relevant for this role, and we are keen to attract as wide and diverse a field as possible.

A track record in academia is not required. However, having, or being able to quickly establish, credibility in the university and higher education sector is important. A good level of financial literacy is needed to oversee the financial and investment affairs of the Trust so understanding, and evidenced experience, of financial management and of managing supplier relationships would be preferred.





Conditions & Remuneration



Salary

£Competitive

Working Pattern

3-4 days a week, hybrid/flexible working

Benefits

- Flexible working
- Pension provision
- 30 days' annual leave and 9 public holidays pro-rated

Location

Location: Dunfermline/Hybrid

Timescales

Closing date for applications midnight Sunday 18 February Interviews with Carnegie Trust for the Universities of Scotland - Thursday 14 March

How to Apply

To apply for the post, please send a tailored CV and covering letter to <u>ScotlandExecutive@Ihh.com</u>

Please note that the covering letter should be no more than two pages of A4 and should summarise your relevant skills and experience and motivations for applying for this role.

If you would like a confidential, informal discussion about the role then please contact LHH Recruitment Solutions directly on +44 (0)141 220 6460 or email the above address

CTUS is an Equal Opportunities employer and welcomes applications from all sections of the community. Equal opportunities will be actively pursued through the recruitment and selection process. Decisions relating to recruitment will be made fairly and lawfully and without bias.

We are constantly reviewing our approach to ensuring equality and diversity in our applications and would be pleased if you could complete the attached Equalities Monitoring Form. Should you require any modifications or wish to speak with a member of our team to discuss any particular circumstances, please email the above address or call 0141 220 6460.

LHH Recruitment, formerly Badenoch + Clark, is Scotland's leading Executive Search team. We connect Scotland's top businesses with exceptional candidates – and we do it really well.

We count innovators, creatives and leaders among the professionals we work with, and our clients and candidates span a diverse range of sectors and functions. From procurement and supply chain, medical, engineering, project management, accountancy, legal, transport and business transformation, to banking, the arts, government, technology, marketing and communications, not-for-profit and HR, our expertise is wide-reaching and our reach unparalleled.

We pride ourselves on our ability to give clients and candidates a competitive edge while making the recruitment process smooth, straightforward and – dare we say it – enjoyable. Whether you're taking the next step on the career ladder or building a bespoke and targeted recruitment strategy, our Scottish team will work hard to deliver a first-class service that meets your exact requirements.

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